

## Report of Inventions and Subcontracts

### A. General

1. The Cooperator/Recipient shall submit interim and final invention reports and promptly give notification of the award of subawards containing a "Patent Rights" clause. Plain sheets of paper may be used to make these reports.
2. An interim report is due at least every 12 months from date of award and every 12 months thereafter.
3. A final report is due within 6 months of termination if the Cooperator/Recipient is a small business firm or a domestic non-profit organization and within 3 months for all others.

### B. Interim and Final Reports must contain:

1. Name of Cooperator/Recipient.
2. Extramural Agreement Number.
3. Extramural Agreement award date.
4. Type of Report (Interim or Final).
5. Reporting period.
6. Report of Inventions and Subawards content.
7. A listing of all inventions made including:
  - a. The name of inventor(s).
  - b. The title of invention(s).
  - c. The disclosure number, patent application number, or patent number.
  - d. Has election been made to file patent applications in the United States or foreign countries?
  - e. Have confirmation instrument assignments been forwarded to ARS?
8. Certification or compliance with required invention identification and disclosure procedures and certification of reporting all inventions.
9. Any required information not previously reported on subawards containing a "Patent Rights" clause awarded during the course of this Agreement.

### C. Subaward Reports must contain:

1. Name of Cooperator/Recipient.
2. Extramural Agreement Number.
3. Extramural Agreement award date.
4. Type of Report (Interim or Final).
5. Report period.
6. Name of subawardee(s).
7. Complete address of subaward(s).
8. Subaward identification number(s).
9. The "Patent Rights" clause incorporated, including year and date of clause.
10. Description of work performed under subaward(s).
11. Date of subaward(s).
12. Estimated completion date(s).

### D. Negative reports are required.